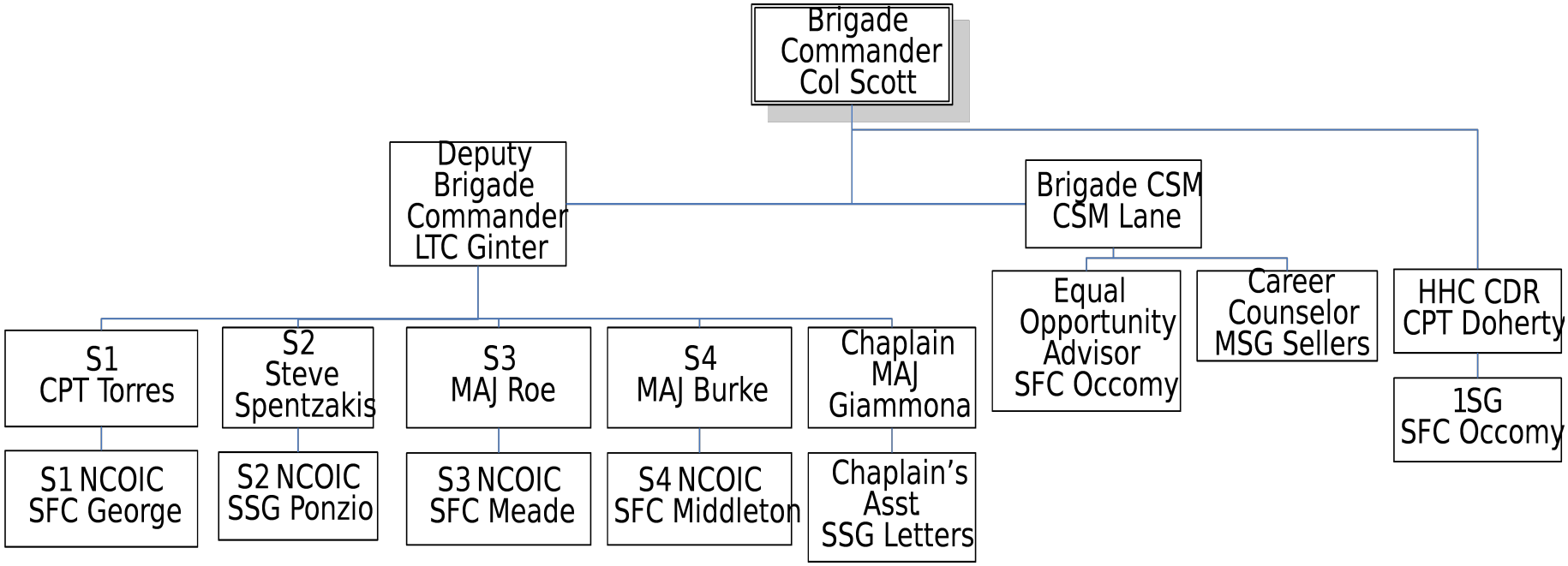
Newcomer's Brief

HHC 160th Signal Brigade

The Command & Staff



"DESERT DRAGONS"

HHC 160th Signal Brigade

BRIGADE MISSION STATEMENT

As the operational theater signal brigade, Engineer, Install, operate, maintain and Protect (EIOM&P) the Theater Enterprise Infrastructure to provide highly reliable and responsive operational communications in support of USCENTCOM Combatant, Coalition, Allied forces and other U.S. government agencies across the spectrum of conflict. On order, provide deployable capabilities to meet CFLCC/ARCENT RSO&I mission requirements in Southwest and Central Asia.

"DESERT DRAGONS"

HHC 160th Signal Brigade

INPROCESSING

"DESERT DRAGONS"

IN-PROCESSING TIMEFRAME

5 DAYS*

Day 1 is the 1st full day after arrival

Uniform for in-processing is IPFU until DCUs with insignias are provided – No exception!

HHC 160th Signal Brigade

- ***ARRIVAL AT CAMP DOHA***

- I.D. card scan in 2nd tent by baggage drop off (BLDG. 7)

- CFLCC CDR and CSM briefing video inside tent

- Finance office (BLDG. 9 Bay 0 or PX branch) for travel settlement

- ***INPROCESSING BRIGADE***

S1 - PCS orders, leave form, DD93/SGLI, ORB/ERB, OER/NCOER, complete personal data sheet

S2/S3 - Security Clearance

HHC 160th Signal Brigade

- ***INPROCESSING INSTALLATION***

Sewing Shop (ZONE 2 TRLR by PX) - **sewing memo, insignias, DCU**

Transportation (BLDG 134 ZNE 1 PX) **- PCS orders/UB documents**

CIF (BLDG 222) **- PCS orders, appt. 0800-1100 SUN & WED**

Housing (BLDG 313) **PCS orders for room assignment**

shirts, patrol caps, helmet cover, field

jacket and ECWC(GORTEX) jacket

TMP (BLDG 306) **- PCS orders and TASK class scheduled**

Medical PCS orders and Medical

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HHC 160th Signal Brigade

- ***DEPARTING ARIFJAN FOR IRAQ***

- SCHEDULE FLIGHT (SFC GETHERS S3)

- WEAPON & AMMO(SGT EVANS & SPC CODY/ ARMSROOM)

- SUPPLY ISSUES (SGT EVANS)

- PICK UP OFF POST MEMO (SFC OCCOMY)

HHC 160th Signal Brigade

ARIFJAN MAILING ADDRESS

FULL NAME

HHC, 160TH Signal Brigade

Camp Arifjan, Kuwait

APO AE 09366

"DESERT DRAGONS"

HHC 160th Signal Brigade

OUTPROCESSING

"DESERT DRAGONS"

OUT-PROCESSING TIMEFRAME

8 - 10 DAYS*

Day 1 is the 1st full day after arrival

Uniform for out-processing is DCUs – No exception!

- ***OUTPROCESSING***

- Prior to leaving ARIFJAN
- clear the Company (TNG, NBC & Supply)
- clear the Brigade (S1, S3 & S4)
- ARIFJAN/ DOHA Camps agencies
- letter of release approved by BDE
- ensure OCIE/TA-50 is clean

- ***RECEIVING CLEARING PAPERS***

PSS ARIFJAN (BLDG. 216 RM 110) - letter of release from BDE,

PCS orders, leave form

The Personnel Service Support (PSS) will provide individuals a "Camp Arifjan/Camp Doha Clearance Form" commonly refer to as clearing papers. ***Individuals currently must clear several agencies that are both in Camp Doha and Camp Arifjan, i.e., CIF, TMP, etc., must be cleared at both locations as depicted on the clearance form.***

HHC 160th Signal Brigade

- ***OUTPROCESSING CAMP DOHA KUWAIT***

Billeting (BLDG 313) - PCS orders for room final inspection

Self Help (BLDG 313) - PCS orders

Transportation (BLDG 134 ZONE 1 PX) - PCS orders

MWR* (BLDG 130) - PCS orders

TMP (BLDG 306) - PCS orders

Education Center (BLDG 134) - PCS orders

Library* (BLDG 134) - PCS orders

PX (BLDG 134) - PCS orders

Medical (BLDG 179) - PCS orders and Medical Record

NOTE: personnel must clear their hand receipt (if applicable) prior to receiving clearing papers

Dental (BLDG 179) - PCS orders and Dental Record

HHC 160th Signal Brigade

- ***OUTPROCESSING CAMP DOHA KUWAIT***

CIF/NBC* **(BLDG 222)** **- PCS orders, clean OCIE/TA-50,**

appt. 1300-1500

TUES & SAT

PBO/PMB* **(BLDG. 7 Bay 11)** **- PCS orders**

ESS (DUST)* **(BLDG. 3 Bay x)** **- PCS orders**

PMO

TASC BLDG

****NOTE**: personnel must clear their hand receipt (if applicable) prior to receiving clearing papers. NBC is the Installation NBC facility – **All** must clear it whether or not you receive items from them*

Camp Arifjan Dining Facility Hours

BREAKFAST	**0500-0800**
LUNCH	**1100-1330**
DINNER	**1700-1930**
MIDNIGHT MEAL	**2300-0200**

Located in BLDG

Camp Arifjan AAFES Facilities Hours

ALTERATION SHOPS *(By PX)*	**0800-2100**
BARBER SHOPS *(By DFAC & PX)*	**0800-2100**
POST EXCHANGE *(BLDG 134)*	**0800-2100**
THEATER *(BLDG. 120)*	**0000-0000**

Camp Arifjan MWR/MISC. Facilities Hours

POST OFFICE *(BLDG 134)*	**SAT-WED 0900-1600** **THUR 0900-1300**
LIBRARY *(BLDG 134)*	**1000-2200**
EDUCATION CENTER *(BLDG 159)*	**0000-0000**
QM LAUNDRY *(BLDG.134)*	**0000-0000**
GYM *(BLDG 130)*	**24 HOURS**

HHC 160th Signal Brigade

Camp Arifjan MWR/MISC. Facilities Hours

CIF *(BLDG. 7 BAY 8 DOHA****)*	**SAT-WED 0900-1600** **THUR 0900-1300**
RFI *(BLDG. 10 BAY 9 DOHA****)* ***By appointment must be escorted by Unit Supply SGT***	**MON-SAT 0800-1600**
DENTAL *(BLDG. 179)*	**0000-0000**
EDUCATION CENTER *(BLDG 134)*	**0000-0000**
QM LAUNDRY *(BLDG 134)*	**0000-0000**
HOUSING *(BLDG 313)*	**24 HOURS**

"DESERT DRAGONS"

Camp Arifjan TMC Sick Call Hours

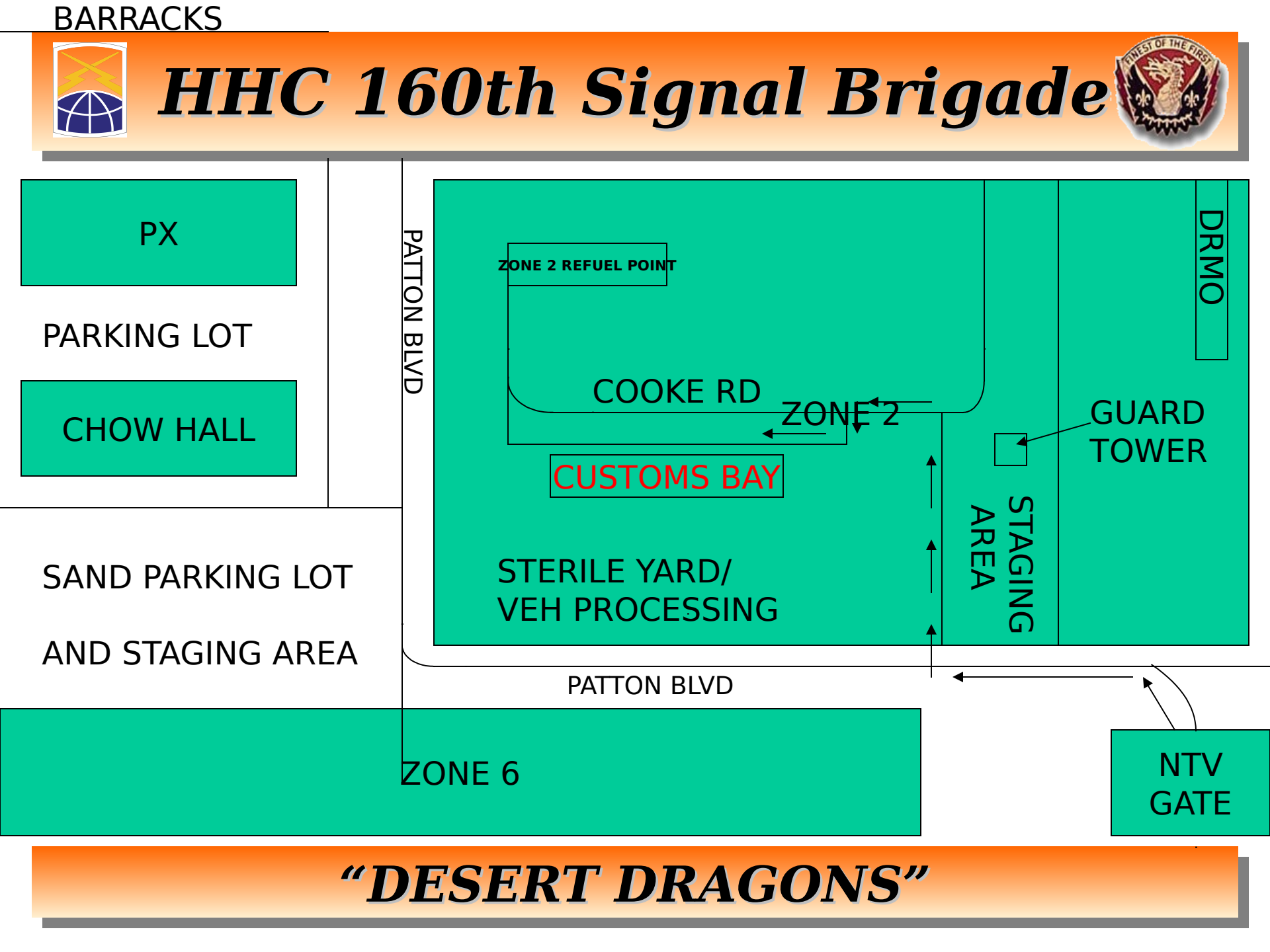
WEEKDAY MORNINGS	**0730-1000**
WEEKDAY AFTERNOON	**1330-1430**
SATURDAYS	**0730-1000**

Located in BLDG

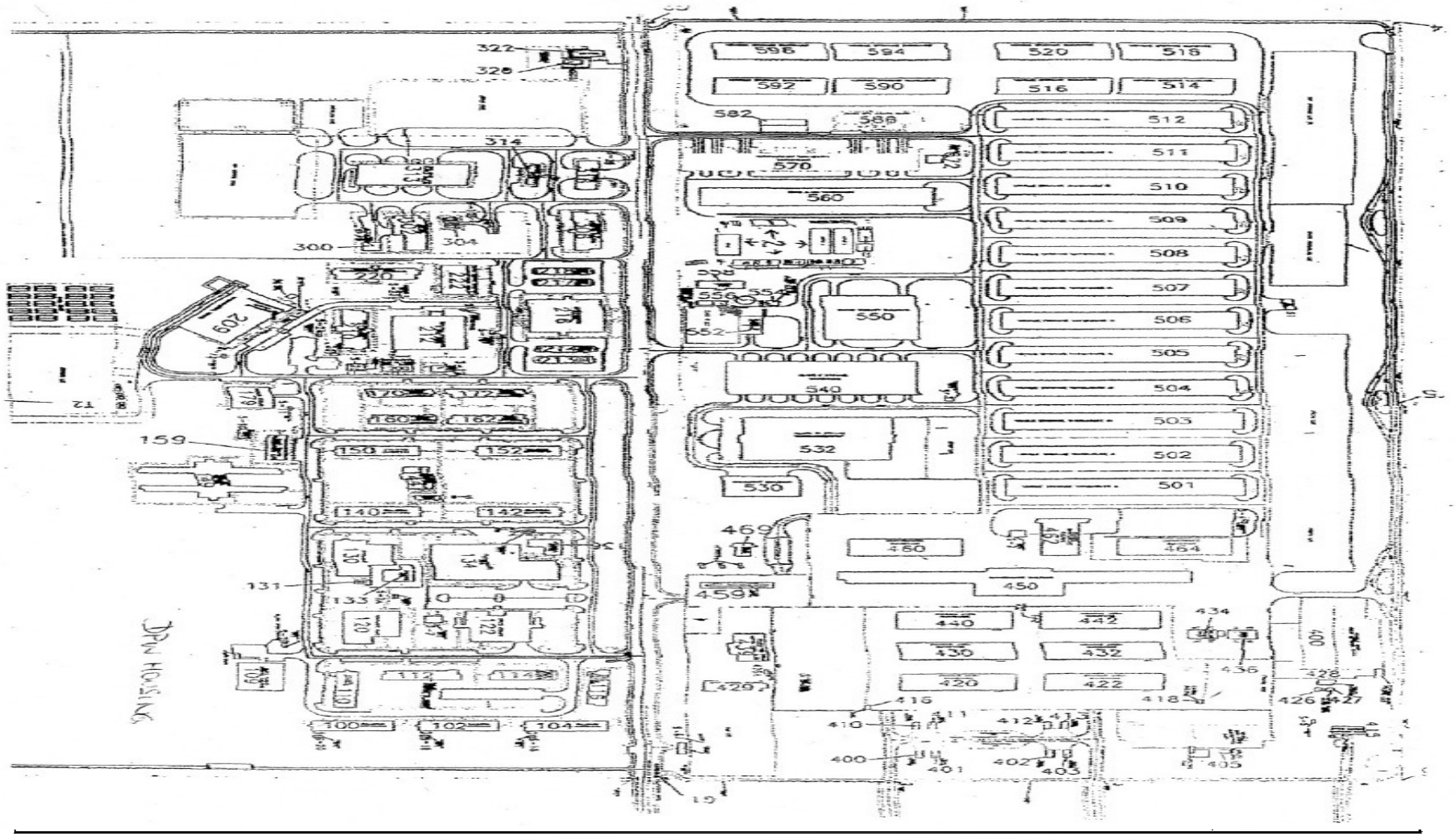
HHC 160th Signal Brigade

The ASG-KU Installation Transportation Office is located in Building 134(Zone I PX) on Camp Arifjan. The following services are provided:

- Personal Property Office- 430-1468
- Manifesting/Departure of the Rotator Flight- 430-1452
- Request for Material Handling Equipment- 430-1451
- Request for buses and trucks(Provided through Heavy lift 6 or KMOD)- 430-1451
- Transportation Motor Pool- 430-3093
- The ASG-KU Installation Office on Camp Doha is still providing the following services:
- Official/Unofficial Travel Office- 438-5803
- Booking on the Rotator Flight- 438-5803
- Central Receiving and Shipping Point- 438-6824
- Transportation Motor Pool- 438-5672
- Request for Material Handling Equipment- 438-5488
- As of 3 August 2005, ALL rotator flights will manifest and depart from Sterile Yard # 2 (Sunshade Building- Customs Bay) on Camp Arifjan(See attachments).

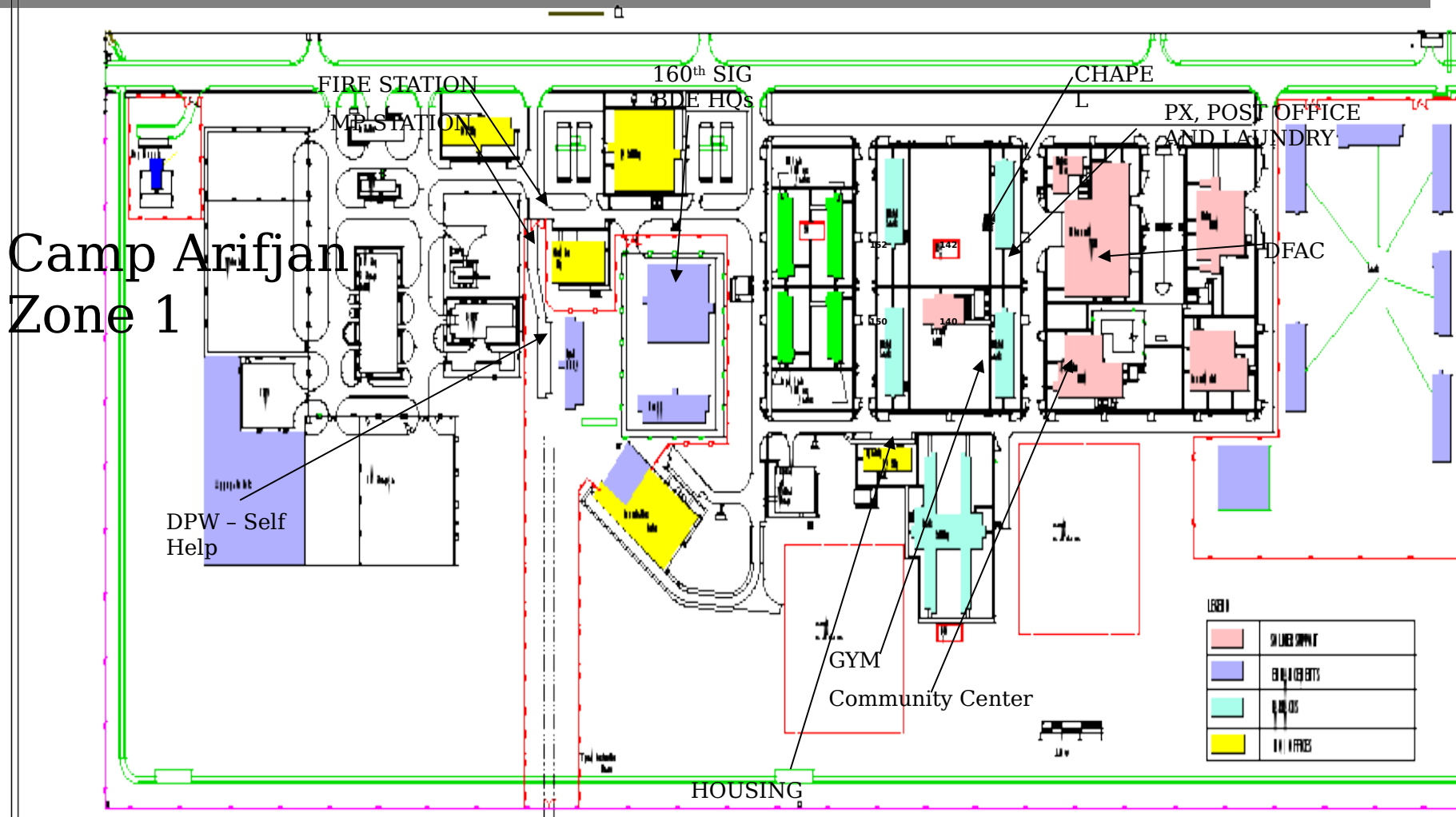

BARRACKS
HHC 160th Signal Brigade
PX
PARKING LOT
CHOW HALL
SAND PARKING LOT
AND STAGING AREA
PATTON BLVD
ZONE 2 REFUEL POINT
COOKE RD
ZONE 2
CUSTOMS BAY
STERILE YARD/
VEH PROCESSING
STAGING
AREA
DRMO
GUARD
TOWER
PATTON BLVD
ZONE 6
NTV
GATE
"DESERT DRAGONS"

HHC 160TH Signal Brigade



"The voice of the desert"

HHC 160th Signal Brigade



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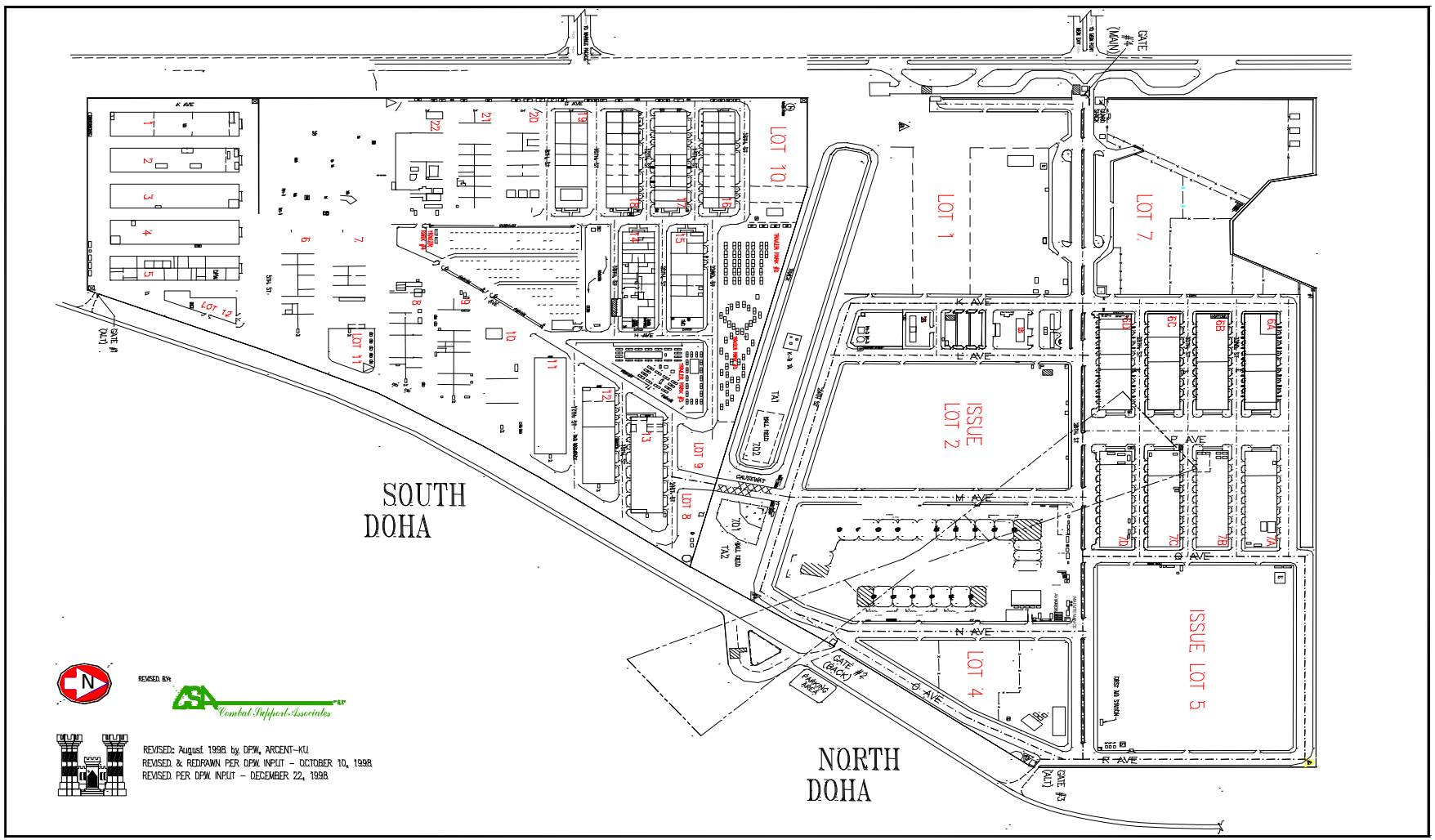
HHC 160TH Signal Brigade



"The voice of the desert"

HHC 160th Signal Brigade

- Sponsorship Checklist
- Unforms inbound personnel to complete the anti-terrorism training online before arrival to unit (http://at-awareness.org).
- Sets up two uniforms for inbound personnel (get sewing memo from HHC, CDR)
- Housing Reservation (work with 1SG)
- Email account set up
- Get flight itinerary and coordinate for a ride to pick up sponsee – All personnel flying Military Air will be picked up at Camp Doha, Building 9, Bay 16
- Inform the 1SG of date of arrival.

HHC 160th Signal Brigade

- Movement – NSC Tracking (430-2293)
- Arms Room Procedures (See SGT Evans)
- Supply Procedures (See SPC Cody)
- Physical Fitness (Mon, Tue, Wed, Fri 0530-0630)
- Weapons Ranges and APFTs (APFT – 3rd Fri. of every month)
- Weekly Training (Saturday 0900-1100)
- Handling of Classified Information (See SSG Ponzio)
- Working with DA Civilians and Contractors
- Leave – between your 4th and 10th month
- Savings Deposit Plan – 10% return rate, you can't beat it
- DPW – Self Help, Work Orders (SGT Evans)
- Medical – health/dental, Sick Call (1SG), no Anthrax shots
- Sponsorship – your duties
- Eye Exams/Inserts – 430-1934

"DESERT DRAGONS"

Question?